SOUTH SLAVE DIVISIONAL EDUCATION COUNCIL

STUDENT ABSENCES
POLICY IED

PURPOSE

The SSDEC believes that regular attendance is an important factor in student learning and achievement and in a student's eligibility for course or grade credit where applicable. This policy affirms that responsibility for attendance rests with the student and their parent or guardian. Adult students shall be contacted and addressed individually.

REGULATIONS

Excusable Absences
The Education Act provides for excusable absence from classroom attendance for the following reasons:

- A student is unable to attend due to illness or other unavoidable cause that has been reported and, where requested, supported by appropriate documentation.
- A student is absent on a day regarded as a holy day by the religious denomination to which the student belongs
- A student has been suspended expelled or otherwise excused from attending school by an authorized school official
- In the opinion of the Superintendent or designate the student is receiving adequate instruction elsewhere such as home schooling or attendance at a private school
- The Principal after consultation with the parent or guardian has excused the student from attendance to participate in traditional Indigenous activities on the land or other approved learning experiences away from school

Sanctioned Absences
The Council may permit sanctioned absences at the discretion of the Principal for participation in events such as the Arctic Winter Games or other approved territorial level extracurricular activities not sponsored by the school.

Inexcusable Absences
Absences not meeting the criteria above are considered inexcusable and shall be addressed as follows.

Notification

- Where there is reason to believe an absence is inexcusable, the Principal or designate shall inform the student and parent or guardian.
- For adult students, communication shall be directed to the student unless otherwise authorized.

Academic Expectations

- Teachers are not required to provide tutoring, labs or rewrites for work missed due to inexcusable absence.

- Students retain the right to submit assigned or missed work for assessment within a reasonable timeframe as determined by the teacher, Principal and student.

Intervention and Discipline

- The Principal shall follow due process in accordance with SSDEC disciplinary policies, which may include communication, counselling, probation, suspension or recommendation for expulsion where inexcusable absences persist.
- Instructional time refers to scheduled class time as defined by the approved school timetable.
- Schools shall monitor attendance patterns and initiate early intervention where repeated absences occur.
- Students who are inexcusably absent for twenty percent (20%) or more of instructional time shall be identified and may be referred to the school-based support team for intervention.
- Interventions shall consider individual circumstances including medical, mental health, family or socio-economic factors.
- Where absences may relate to identified learning or support needs, referral to appropriate student services shall occur in accordance with Policy HHH Inclusive Schooling.

Credit Eligibility and Withdrawal

- Notwithstanding the above where a senior high school student accumulates excusable and inexcusable absences totaling fourteen (14) days in a four (4) credit course or equivalent or eight (8) school days in a two (2) credit course or equivalent the student.
- Prior to withdrawal or denial of credit, the student and parent or guardian shall be provided written notice and an opportunity to meet with the Principal.
- Schools shall follow appeal provisions as outlined in the Education Act.

Right of Appeal

- A student declared ineligible to obtain credit shall be informed in writing of their right to appeal such a decision to the Principal within five (5) school days.

Principal Discretion

- Notwithstanding the above the Principal may exercise discretion in cases of vacation leave illness or unforeseen circumstances resulting in accumulated absences beyond the stated limits.

Reference: Education Act, s. 27 & s. 28
Education Act Regulation Academic Year and School Attendance Regulations

Date: February 1995
October 2002
November 2018
January 2026